

MEMORANDUM FOR RECORD

20 June 2001

SUBJECT: Corps Specifications Steering Committee Meeting

The Specifications Steering Committee met 19-20 June 2001, at the Convention Center in Dallas, Texas. Attendance list and Agenda are attached as enclosures 1 and 2, respectively

REVIEW AGENDA (Rush)

Mr. Michael Cassidy from CSI was scheduled to present CSI developments on Tuesday afternoon, but this was canceled.

HQUSACE UPDATE

The HQ office was moved back together again in the GAO Building 3 weeks ago.

The representatives from HQ discussed their impression of the new chief of engineers. Gen. Flowers is well respected by the HQ staff. He is noted for his humor, and his tendency to wonder around the office and makes random visits.

General Flowers is committed to the engineering and technical expertise of the Corps. Previously, General Ballard emphasized project management as the dominant regime. A recent statement by General Flowers was that the Corps is a technical organization – project management is a process to that (not the controlling factor).

DECEMBER 2000 MEETING MINUTES

The December 2000 meeting minutes were routed to the CSSC members using the routing feature in MS Word. This gave everyone an opportunity to provide written input to the meeting minutes. Steve Freitas gave a 2-minute review of the routing feature in MS Word.

The December 2000 meeting minutes were approved, as amended.

SICCB UPDATE/SI USERS GROUP

SpecsIntact Version 3 has been released. There have been several updates to it, which are available on the SpecsIntact web site. Users have expressed positive remarks and feedback on SpecsIntact Version 3.

Work is progressing on programming a 32-bit version of the SpecsIntact editor. The programmers are giving priority to this task. During this process, existing program bugs will be repaired if identified, but other work will be delayed until the new editor is released. They anticipate about 6 to 10 months for this work. The new editor will be XML compliant. The new editor will also have hyperlinks for URL's, and should hopefully eliminate the problems

associated with cursor position and shadow text. It is hoped that WordSpec can be discontinued with release of the new editor. MS Word is supposed to be able to read and convert XML compliant documents.

There is a limitation for routing WordSpec documents: If there is more than one reviewer on a WordSpec document, it will not convert back to SpecsIntact until changes have been accepted or rejected and comments removed. Also, the current version of WordSpec will not be upgraded to comply with Word 2000 because of the priority of the SI editor.

The SI-CCCB posts meeting notes on the SpecsIntact web site <http://si.ksc.nasa.gov/specsintact/news/sicccb> . There is also a user survey on the SpecsIntact web site at <http://si.ksc.nasa.gov/specsintact/websurvey.htm>.

Funding for the Users Group has been questioned since the users Group and the SpecsIntact helpdesk both share a purpose in assisting SpecsIntact users. Avoiding overlap was considered during planning for the Users Group. The SI Help desk is set up to handle software problems. The Users Group is set up to assist personnel and share information on Corps processes, and advertise the most efficient processes. Hopefully, this will tend to produce more consistent specifications Corps wide. One goal of the Users Group is to maximize benefits with minimal maintenance.

SUBMITTALS/RMS

SpecsIntact produces a submittal register to the solicitation level. The Resident Management System software (RMS) expands the submittal register tracking through construction. RMS can import the submittal register data from SpecsIntact. This is a text file with a comma-separated value (CSV) format for delimiting data. Since SpecsIntact was released before RMS, the module in SpecsIntact was initially programmed to save this file onto a floppy diskette, along with supporting software for editing the submittal register. With the current version of RMS, this is mostly redundant. SpecsIntact version 3 has capability to save the stand-alone submittal register program to any drive. The file can then be E-mailed to the Resident office for importing into RMS. Steve and Doug will verify this feature is working correctly.

UPDATING REFERENCES

Updating references has been an issue for maintenance of guide specifications. In the past, it has been policy that all updated references are checked by the technical proponent to verify that reference revisions are acceptable. Automatic updating references would apply to the practice of updating guide specifications to the most current edition of referenced standards without verifying that the technical content does not change. Automatic updating has potential to create contradictions and change the author's intention when reference standards are revised. However, there are exceptions to this. For example, the National Electrical Code (NEC) is referenced in numerous guide specifications. Johnny Baggette says that he is comfortable with updating all the NEC updates so we are always using the most current edition.

Jim Quinn noted that it would be possible to greatly simplify the effort required to update referenced standards by using the Unified Master Reference List (UMRL). If the guide specifications linked the reference to the UMRL, then only the UMRL would need to be updated. This would eliminate the process of updating the same standard many times in various specification sections. This would require a minor revision in the SpecsIntact program to implement. This was not recommended by the CSSC at present due to the concern for generating conflicts and inadvertent changes.

There is already some efficiency in updating references since the technical representatives are generally responsible for groups of specifications in their subject areas. Rick confirmed that the technical representatives are well selected and there is efficiency in assignments (one person for paint, one for refrigeration, one for concrete, etc.) There was a list on the internet at one time listing technical representatives, but only the technical proponents are listed now since they should be the first person contacted for 3078's. The technical proponents rely on technical representatives to stay abreast of current issues and changes in the industry, and to notify proponent of changes needed.

CSI updates MasterSpec on 5 year cycles, but they cite the most recent standard available, and do not list a specific date. Listing the specific date is required by the FAR, and has precedent in Government procurement.

ASTM lists their standards with the date inclusive (ASTM D 698-98), which is different than all other SDO's. This policy of ASTM probably reflects a corporate recommendation that ASTM standards with different dates should not be assumed equivalent.

MVK TECH REPS

It has also been policy to update guide specifications frequently so they are always current. Since there are a large number of referenced standards that are frequently revised with new edition, the update process consumes a large effort and cost. For overall guide specification quality, there is a trade off in funding frequent small cost change notices (that focus on reference standard updates and resolving 3078's), or occasional moderate cost updates. This was highlighted by a recent controversy between Huntsville and technical representatives at MVK.

Huntsville forwarded several guide specifications to MVK for updates, and MVK did not have adequate budget. MVK expected Huntsville to supply referenced standards for them to review. Huntsville expected a 1 to 3 hour review per section to check for changes and review current references. Vicksburg anticipated a 1 to 3 day review. There is a disagreement in scope. Jim says Vicksburg was funded, but they did not provide the notices.

A full circle problem exists regarding referenced standards:

1. A DOD-wide or Corps-wide bulk purchase for immediate access to all Standards Development Organizations (SDO's) offered by Information Handling Services, or USA Info, has not been feasible.

2. It is too expensive for Districts to justify immediate access to all SDO's offered by Information Handling Services, or USA Info.
3. Districts commonly work with outdated materials for referenced standards. When necessary, current versions of referenced standards can be obtained, but on a pay-per-view basis.
4. The number of referenced standards and the frequency of standard updates creates a need for frequent guide specification updates.
5. Frequent guide specification updates drains funding for maintenance of guide specifications.
6. Technical representatives are not reimbursed for purchase of current referenced standards. Frequent purchase on pay-per-view basis is not justified.
7. Technical representatives do not have available materials to update the guide specifications.
8. Specification editors experience similar problems as technical representatives for guide specifications. You can not be accountable for something that is not available to you.
9. Districts identify need to have immediate access to referenced standards.
10. GOTO 1

It is possible that the WBDG could solve this by including all the referenced standards on the UMLR in the CCB. At present, subscriptions to Information Handling Services and USA Info lump most standards by the SDO. Thus, there are many standards included in subscriptions that are not used in the guide specifications.

CCB/WBDG

CCB is published by the National Institute of Building Sciences (NIBS). CCB includes criteria from 21 participating federal agencies and over 110 industrial organizations, professional societies, and model code bodies which are listed on the CCB web page at: <http://www.ccb.org/html/aboutfrm.html>.

NIBS is currently working on the Whole Building Design Guide (WBDG). The WBDG is managed and hosted by NIBS, but it has an Advisory Committee, consisting of representatives from federal agencies, private sector companies, and non-profit organizations. The Corps representative on the advisory committee is Bob Billmyre (proponent for electrical guide specifications). The WBDG is web based, and includes the CCB and a front end system for locating criteria. A beta version of the WBDG is on the internet at: <http://www.wbdg.org/index.asp>.

One goal of the WBDG is to incorporate all the referenced standards in the UMLR. This service may be offered through a standards service, such as Information Handling Services or USA Info.

There was a briefing at HQ on the building design guide. The WBDG value and price were addressed. HQ supports continued development of the WBDG.

Earl Kennett (VP at NIBS) will be invited to next meeting to give presentation on WBDG.

USA INFORMATION SYSTEM

USA Information Systems, Inc. made a presentation at the meeting. Representatives from USA Info included:

Peter Murdock, Sales Representative
Shane Smith, Sales Support Team
David Martin, Account/Service Representative.

USA Info is a standards provider, similar to Information Handling Services. The web-based service is similar to Information Handling Services. St. Paul District currently has a contract with USA Info. The St. Paul District experience is that USA Info is less expensive, but has more quirks and is less reliable than Information Handling Services.

NIBS has been negotiating with IHS to provide access to SDO criteria thru a link in the WBDG. It was recommended that NIBS should bid WBDG to USA Info as well as Information Handling Services (IHS). This would give a better negotiation position to pursue a reasonable price. Rick Dahnke will coordinate this initiative with Earl Kennett and Freddie Rush.

CCB

The Secretary of Defense agreed to finance CCB for the next 5 years. This will eliminate need for Districts to finance CCB. AE's will be required to pay for CCB, regardless of contracts with the Government.

There is continuing consideration on issuing CCB on CD's. Districts were polled regarding media preference, and the results are listed in the previous meeting minutes. CCB will continue to be a dual system (both internet and CD) for the next couple years, but the releases will be twice a year instead of quarterly. The CD's will be issued in April and October next year.

JOINT ER ON PLANS AND SPECS

Philadelphia District has proposed to do work on revising the ER. Changes include UFGS. Scope is about \$25K. Freddie will send out current SOW draft.

3078 BACKLOG

Joe Miller recommended that the 3078 backlog be addressed. TECHINFO contains a listing of recently submitted 3078s and a listing of recently approved 3078s. The recently approved listing has not been updated. Mr. Quinn indicated that only 15-20% of the submitted 3078s do not yet have any action taken. Messers Miller & Baggette suggested that MSCs be used to assist the HQ proponents clear up 3078 backlog. NWD, SAD and SPD could assist in electrical issues. NWD also can assist in architectural and mechanical (Other MSCs could also volunteer to assist). Rick indicated he would discuss this at HQ.

The 3078 form will be changed to a Criteria Change Request (CCR). An example is in Dr. Checks. Dr. Checks is @ <http://www.buildersnet.org/>

Criteria related lessons learned need approval of technical proponent. Acceptance of lessons learned may vary depending on operating procedures of different districts.

SPECIFIER CERTIFICATION

The certification exam fees for early registration are:

	CDT	CCS/CCCA/CCPR
List Price	\$250	\$300
CSI members	\$150	\$200

CSI membership dues are \$180 per year. There are discounts for students. There is no requirement to be a CSI member to be certified or take the exam. Similar to other professional organizations, there is no Corps reimbursement for CSI fees. Further information is available at <http://www.csinet.org/>.

The Corps sometimes allows study time for PE exam preparation. There have been some on-the-spot awards for people that get certifications.

DESIGN BUILD

Johnny Baggett mentioned that SAD is experimenting with less planning and engineering before giving DB projects to the DB contractor.

Joe Miller expressed concern about DB contracts. Reference to net based guide specifications is not specific because the guide specifications can be updated, which changes the agreed upon conditions of the contract. There has been some work to attempt adapting the standard Contractor Quality Control clauses clause to professional services (design submittals) in DB contracts. This is generally not adequate for professional services (AE design) portion of work.

There is an exception for metric requirements for DB work.

Freddie mentioned that the idea is that all projects should be evaluated for DB. Some projects are good candidates, some are not. There is concern where there are quotas of mandates that certain projects should be DB.

There has not been any news about Perspective software for DB contracting.

RESTORATION SPECIFICATIONS

Steve proposed 16 specifications related to landscaping, restoration, and biotechnical engineering. It was agreed that these were primarily regional and would not be necessary to include in the UFGS. If these specifications are maintained as District Masters, they should be made available to others so information is shared.

SPS BID TABS

Doug raised the issue that the editing capabilities are limited for the bidding schedule. CT, OC, CO and ED have all raised issue that the bid tabs are confusing. Doug will Email Freddie a sample and a description of the problem, and he will query the CSSC and Mississippi Valley Districts.

ROCK AND SOIL ANCHORS GUIDE SPECIFICATION

This specification was completed in April, but it has not been posted on TechInfo or CCB yet. The section number is 02490.

CONCRETE RESTORATION GUIDE SPECIFICATION

Work in progress, but behind schedule. One of the authors has been at Braddock Dam, and not available to work on it. Completion is about 35%.

GABION GUIDE SPECIFICATION

Work in progress. The Gabion report, completed by Philadelphia District, is on the CSSC web site at: <http://www.hnd.usace.army.mil/techinfo/cssc/info.htm>.

ROLLER COMPACTED CONCRETE GUIDE SPECIFICATION

Work in progress.

DREDGING GUIDE SPECIFICATION

A query several years ago indicated substantial interest in a dredging guide specification. Funding was provided to Don Carmen to start work on a new dredging guide specification after the last CSSC meeting. Controversy arose regarding regional factors that have significant affects on dredging. Freddie said that MVD is supportive of the effort to standardize. Barry Holiday at HQ Operations objected to the dredging guide specification. Charlie Baldi said the guide specifications development should support the majority of the organization. If it is determined that regional factors dominate the specification, it could regress to a template and a checklist. Don Carmen will be directed to continue with this work.

03301/03700/03701 GUIDE SPECIFICATION

The tolerance requirements in 03700 are being revised. Walla Walla District is providing input to 03701.

ACB REVETMENT GUIDE SPECIFICATION

This work is several months behind schedule. It was requested to extend funding to FY 2002.

COMBINING UFGS

Huntsville is in the process of merging the reference lists from the Army, Navy, and Air Force. The Single Master Reference List will be renamed as the Unified Master Reference List (UMRL – not to be confused with URL).

Huntsville has reconciled the reference names so that Army and Navy agrees (American Society for Testing and Materials, or American Society for Testing & Materials). They are working on reconciling the reference identifiers (AA Aluminum Manual, or AA Manual).

The CSI 16 division format uses 5 digit specification section numbers (02300 for Earthwork). The UFGS section numbers have been extended to 6 digits by attaching an A, N, or F to indicate the proponent is the Army, Navy, or Air Force, respectively (02300A). The section reconciliation feature in SpecsIntact only recognizes the 5-digit section number. The problem can be alleviated by truncating sections within a job to the 5-digit number, using the File-Rename function.

The change in submittal format to the Navy submittal descriptions (SD #) was considered a non-issue. There have not been any issues raised. There has been some work expended to update current project specifications to the new format.

A revised draft of MIL-STD-3007 will be issued 29 June 2001.

NASA is considering discontinuing maintenance of their guide specifications. They do not have resources to maintain their guide specifications internally, and when they pay an AE to maintain, they make minimal updates.

GSA has a contract with MasterSpec.

NEW/UPDATE UFGS

Rick Dahnke presented a list of guide specifications being revised FY01:

01452 Special Inspection for Seismic Resisting Systems

02741 Hot Mixed Asphalt (HMA) for Roads

02749 Hot Mix Asphalt (HMA) for Airfields

02752 Portland Cement Concrete for Roads and Site Facilities

02753 Concrete Pavement for Airfields and other Heavy Duty Pavements

04900 Adobe Masonry Repair

07810 Spray-Applied Fire Proofing

08581 Blast Resistant Tempered Glass Windows

13202 Fuel Storage Systems

13800 Factory Test Procedures

15070 Seismic Protection for Mechanical Equipment

15775 Field Erected Heat Pump System

15895 Air Supply, Distribution, Ventilation, and Exhaust System

16000 Variable Frequency Drive

16711 Communication Systems

16768 Fiber Optic Data Transmission System

16790 Stand-Alone 1-way Radio Control System

16974 Coaxial Cable Data Transmission Media

16797 1-way FM Radio Control/Utility Monitoring and Control System

16798 2-way Radio Data Transmission System

NAVFAC also has funding available for guide specification updates. They are considering about 25 sections, which have not been selected yet.

CADD

Joe Miller requested that participation is encouraged for submitting EBS projects to the CADD library at WES: <http://cadlib.wes.army.mil/NewCadlib/>. Material submitted is open for browsing. The point is to share information for similar projects throughout Corps.

CALENDER

Infrastructure Conference, Reno, NV

The next CSSC meeting is tentatively scheduled for Arlington, TX, 1st week in December.

ENCLOSURES

1. Meeting Attendance
2. Agenda

ENCLOSURE 1

CORPS SPECIFICATIONS STEERING COMMITTEE
MEETING ATTENDANCE

Dallas, Texas
19 – 20 June 2001

Name	Organization	Phone
Freddie Rush	MVD-TD-TE	601-634-5936
Charlie Baldi	CECW-E	202-761-4239
David Barber	SWD-MTE	214-767-2385
Larry Seals	LRD-MT-E	513-684-3071
Carl Kersten	NAVFAC	757-322-4210
Steven P. Freitas	SPK-ED-M	916-338-3816
Tom Andre	LRP-ED-DT	412-395-7306
Doug Crum	MVP-ED-D	651-290-5645
Jim Quinn	HND-ED-ES	205-895-1821
Johnny Baggette	SAD-MT-E	404-562-5112
Rick Dahnke	CECW-ETE	202-761-4125
Joe Miller	NWD-MT-E	402-697-2649
Andrew Petallides	NAD-ET-E	718-765-7085
Hon-Ping Chee, (Bingo)	POD-CW-T	808-438-6965

ENCLOSURE 2

AGENDA
CORPS SPECIFICATIONS STEERING COMMITTEE

TUESDAY, 19 JUNE 2001

0800 - 0805	Announcements	Rush
0805 - 0810	Review Agenda	Rush
0810 - 0820	HQUSACE Update	Baldi/Dahnke
0820 - 0830	Review and Approve Minutes of Previous Meeting	CSSC
0830 - 0850	SICCCB Update/SI Users Group	Quinn/Freitas
0850 - 0910	UFGS Update	Dahnke/Quinn
0910 - 0930	MVK Tech Reps	CSSC
0930 - 0945	Break	
0945 - 1015	CCB/WBDG	Dahnke
1015 - 1145	USA Information System	Colin Nicol
1145 - 1300	Lunch	
1300 - 1330	Submittals/RMS	CSSC
1330 - 1400	Updating References	Quinn
1400 - 1430	Listing ASTM Standards	Quinn
1430 - 1445	Break	
1445 - 1530	CSI Developments	M. Cassidy
1530 - 1545	Joint ER on Plans & Specs	Rush
1545 - 1615	3078 Backlog	CSSC
1615 - 1630	Specifier Certification	CSSC
1630 - 1700	Design Build	CSSC

WEDNESDAY, 20 JUNE 2001

0800 - 0900	New Issues	CSSC
0900 - 0945	Status of UFGS (CW)	
	Rock & Soil Anchors GS	Andre
	Concrete Restoration GS	Andre
	Gabion GS	Kerkowski
	Roller Compacted Concrete	Rush
	Dredging GS	Rush
	CEGS 03301/03700/03701	Rush
	ACB Revetment GS	Crum
	Combining UFGS	Quinn/Kersten
0945 - 1000	Break	
1000 - 1030	New/Update UFGS	CSSC
1030 - 1130	Open Discussion/Next Meeting	CSSC
1130 - 1200	Summary and Recap	CSSC